

ATTACHMENT #13

PAST PERFORMANCE
SURVEY

PAST PERFORMANCE SURVEY

When filled this Document is Source Selection Sensitive Information IAW/FAR 2.101 and 3.104

This past performance survey is to be completed on the designated contractor or key personnel as designated below:

PAST PERFORMANCE PROJECT IDENTIFICATION (To be filled out by the Offeror):

CONTRACTOR OR KEY PERSONNEL NAME:	Click here to enter text.
CONTRACT or ORDER NUMBER:	Click here to enter text.
PROJECT TITLE:	Click here to enter text.
TOTAL PERIOD OF PERFORMANCE, INCLUDING OPTIONS	Click here to enter text.

PAST PERFORMANCE REFERENCE INFORMATION (To be filled out by the Reference):

NAME:	Click here to enter text.
TITLE:	Click here to enter text.
AGENCY or CUSTOMER:	Click here to enter text.
PHONE:	Click here to enter text.
E-MAIL	Click here to enter text.

The Department of Housing and Urban Development (HUD) is procuring the services described in the box below. You have been selected by the contractor or key personnel identified above to provide past performance information to HUD to be used in evaluating the offeror's proposal for this acquisition. Thank you for your input.

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For each of the Five (5) criteria listed below, the rater must choose One (1) Adjectival Rating by checking the box, as applicable. At a minimum, for any rating that is checked Marginal or Unsatisfactory, please submit additional comments to substantiate the rating. If Cost Control is N/A, Please explain why.

1. QUALITY OF SERVICE

RATING	Adjectival Rating	Definition
<input type="checkbox"/>	Exceptional	Performance meets contractual requirements and exceeds many to the Government's benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor/Key Personnel were highly effective
<input type="checkbox"/>	Very Good	Performance meets contractual requirements and exceeds some to the Government's benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor/Key Personnel were effective
<input type="checkbox"/>	Satisfactory	Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor/Key Personnel appear or were satisfactory
<input type="checkbox"/>	Marginal	Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor/Key Personnel has not yet identified corrective actions.
<input type="checkbox"/>	Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor's/Key Personnel's corrective actions appear or were ineffective.

ADDITIONAL COMMENTS:

[Click here to enter text.](#)

2. SCHEDULE

RATING	Adjectival Rating	Definition
<input type="checkbox"/>	Exceptional	Performance meets contractual requirements and exceeds many to the Government's benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor/Key Personnel were highly effective
<input type="checkbox"/>	Very Good	Performance meets contractual requirements and exceeds some to the Government's benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor/Key Personnel were effective
<input type="checkbox"/>	Satisfactory	Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor/Key Personnel appear or were satisfactory
<input type="checkbox"/>	Marginal	Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor/Key Personnel has not yet identified corrective actions.
		Performance does not meet most contractual requirements and recovery is not likely in a

<input type="checkbox"/>	Unsatisfactory	timely manner. The element being assessed contains a serious problem(s) for which the Contractor's/Key Personnel's corrective actions appear or were ineffective.
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ADDITIONAL COMMENTS:

[Click here to enter text.](#)

3. COST CONTROL

RATING	Adjectival Rating	Definition
<input type="checkbox"/>	Exceptional	Performance meets contractual requirements and exceeds many to the Government's benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor/Key Personnel were highly effective
<input type="checkbox"/>	Very Good	Performance meets contractual requirements and exceeds some to the Government's benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor/Key Personnel were effective
<input type="checkbox"/>	Satisfactory	Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor/Key Personnel appear or were satisfactory
<input type="checkbox"/>	Marginal	Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor/Key Personnel has not yet identified corrective actions.
<input type="checkbox"/>	Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor's/Key Personnel's corrective actions appear or were ineffective.
<input type="checkbox"/>	Not Applicable	

ADDITIONAL COMMENTS:

[Click here to enter text.](#)

4. BUSINESS RELATIONS

RATING	Adjectival Rating	Definition
		Performance meets contractual requirements and exceeds many to the Government's benefit.

<input type="checkbox"/>	Exceptional	The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor/Key Personnel were highly effective
<input type="checkbox"/>	Very Good	Performance meets contractual requirements and exceeds some to the Government's benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor/Key Personnel were effective
<input type="checkbox"/>	Satisfactory	Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor/Key Personnel appear or were satisfactory
<input type="checkbox"/>	Marginal	Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor/Key Personnel has not yet identified corrective actions.
<input type="checkbox"/>	Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor's/Key Personnel's corrective actions appear or were ineffective.

ADDITIONAL COMMENTS:

Click here to enter text.